DRAFT AGENDA

Public Health Improvement Partnership
Public Health Information Technology Committee
Wednesday, October 27, 2004, 9am – 3:30pm
Prime Hotel (formerly the Wyndham), SeaTac, WA
18118 Pacific Highway South, Phone: (206) 244-6666, Fax: (206) 248-6065
http://www.primehotelsandresorts.com/hotels/ptsz.shtml

PUBLIC HEALTH
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HEALTHIER WASHINGTON

Co-Chairs: Ed Dzedzy, Lincoln ; Frank Westrum, DOH
Members: Joan Brewster, DOH; Kathy Carson, Sea-King; Melanie Dalton, Kitsap; Jo Hoffman, DOH; Teresa, Jennings, DOH; Bryant Karras, UW; Sherri McDonald, Thurston; Tim Murphy, Snohomish; Patrick O'Carroll, HHS-Region X; Patty Schwendenan, Sea-King; Torney Smith, Spokane; Greg Story, Chelan-Douglas; Brent Veenstra, Sea-King; Carol Villers, NE Tri; Jim O. White, DOH. (Strikeout = member absent from meeting).
Staff: Marie Flake, DOH

Time	Topic Description	Materials
9:00	Welcome & Introductions - Ed Dzedzy	
9:15	Debrief iLinc Meeting – Ed What do you think of technology? Should we use this more for meetings? Would you like to be trained on meeting facilitation via iLinc so you can then use it for their own meetings? Did you access the document and web conference from the PHIT web page? Is this a good method for sharing / storing committee documents? Have you browsed the PHIT web page? How was it to find things?	http://www.doh.wa.gov/pip/InfoTech/default.htm
9:30	Project Updates • WA Secures • LMS	
10:15	Data Access Steward: Work Session – Ed & Marie There are many existing applications out there and many new ones are coming on line soon. Most require: • LHJs to authorize, track in some fashion, and provide DOH with current information on individuals to be granted access to the application; • individuals to maintain some level of current security (userid and password, digital certificate, etc.); • individuals to be trained in use of the applications; • some individuals to be trained in "administration" of the application; etc. When it was just a couple of applications, this was somewhat manageable. Now the burden is mounting. What do LHJs need in order to make this more manageable? What do LHJs need from DOH? From each other? What does Doh need? How can we learn effective strategies from each other? Is a coordinated approach needed? What would it look like? What are the issues? What are some options for addressing them? Are there questions, proposals or information that should be presented to the LHJ Administrators (PHELF)? This will be a work session to further flesh out the	• Specs for Existing Applications • Authorized Staff • Data Steward List • Snapshot of New Applications • Checklist for LHJ Administrators • Job Descriptions

	questions and issues and develop a strategy / approach for moving toward solutions.	
12:00	LUNCH – Technology Show & Tell	
1:00	National Scene – Sherri McDonald • NACCHO • Turning Point • CDC	TBD
2:00	Planning for the Future – Drafting a Work Plan for Next Biennium - Ed	• Draft PHIP Chapter • Diagrams • PHIT Charter
3:30	Adjourn	

PHIT Communication Tools:	http://www.doh.wa.gov/pip/InfoTech/default.htm
2004 Meeting Dates:		January 28, April 28, July 28, October 27
Routine Meeting Date/Time:	Quarterly – 1st Month of the Quarter; 4th Wednesday of the Month.
Routine Meeting Place:		Wyndham Hotel, SeaTac, WA